



Fairfax County Park Authority Summer Camps 2006



Welcome to the 2006 Summer Camp program. It is important that we have your correct phone number and address on file, so if you have moved, contact us at (703) 222-4664.

Several locations (not all) offer a parent's information session prior to camp. The locations that offer these meetings are listed below. This letter also provides checklists in order to help you prepare for your child's camp experience.

Parent Meetings (meet only at the location for the camp your child is attending):

Lake Accotink	June 22 at 7pm or July 20 at 7pm
Lee District	June 11 at 6pm
Mt Vernon	June 13 at 12pm, June 15 at 7pm, or July 25 at 7pm
Oak Marr	June 12 at 6pm
Providence	June 15 at 7pm
South Run	June 17 at 7pm
Spring Hill	June 15 at 7pm or July 20 at 7pm
Colvin, EC Lawrence, Burke Lake, Frying Pan and Lake Fairfax camps see pages 3 and 4	

These sites will have pool shut downs in August – please contact the site for swim schedule:
Lee, Cub Run, Providence and Spring Hill

- ✓ Extended Care is available at RECenters and Lake Accotink Park if your child is enrolled in a camp at that location. Extended Care information is attached. Also visit our website at www.fairfaxcounty.gov/parks to register. Advance registration is advised. There is a late fee of \$5 for every 15 minutes you are late picking up your child from camp.

Below is a checklist to help you prepare your child for camp:

For **ALL** Camps:

- ✓ Campers should bring a labeled backpack/sports bag to keep track of belongings
- ✓ Bring snack and drink for all half day camps and snack, drink, snack and lunch for full day camps
- ✓ Bring a labeled water bottle
- ✓ Some camps will swim daily, others may receive some swim time each week. Please check with your camp site for exact swim days. On swim days, child should come with swimsuit and towel.
- ✓ Dress children in comfortable play clothes and sneakers; NO sandals. NO flip flops.
- ✓ Complete Emergency, Pick Up Form and Rules of Conduct- see below for how to submit forms
- ✓ Submit a copy of the child's immunization record
- ✓ Show proof of child's identity on first day- birth certificate, public school report card or passport
- ✓ Provide a signed Medication Authorization if medication is to be administered during camp. These forms are on the website at www.fairfaxcounty.gov/parks or available at RECenters.
- ✓ **SUBMITTING FORMS:**

These locations ask you to bring all camp forms on the first day of camp:

Lake Accotink, Audrey Moore, Lee District, Providence, Cub Run, South Run, Spring Hill

These sites want to receive your forms prior to camp (drop off forms prior to camp):

Oak Marr, Mt Vernon (it's recommended not to send camp forms through the mail).

For refunds/transfers information: see Parent's Information and Camp Policies in this packet

****SPECIFIC CAMP CHECKLISTS ON BACK**

IN ADDITION TO THE LIST ON THE FRONT, THESE CAMPS ALSO REQUIRE:

Baseball Camp

- ✓ Baseball glove and hat to block sun
- ✓ Cleats optional (wear tennis shoes to camp)

BMX/Freestyle and Mountain Biking Camps:

- ✓ BMX or mountain bike with a minimum of 12 gears and in excellent mechanical condition (bikes should be tuned up by a bike shop prior to camp; staff are not responsible for repairs).
- ✓ Protective gear: helmet and bike gloves are mandatory (elbow and knee pads are required for freestyle camp and a hydration pack for mountain biking camp).

Cheer Camp and Girls Only Power Camp:

- ✓ Wear comfortable clothes & cheer/tennis shoes (no sandals; no flip flops) and tie long hair back
- ✓ Do not wear jewelry
- ✓ Bathing suit and towel, snack and lunch needed daily

Dance & Gymnastics Camp:

- ✓ Wear comfortable clothes, tennis shoes and socks (if available tumbling shoes for gymnastics) and tie long hair back
- ✓ Do not wear jewelry
- ✓ Bathing suit and towel, snack and lunch needed daily

Doggone Fun Camp:

- ✓ Bring a leader leash (under 10 feet; no retractable leashes!), water bowl, copy of rabies and vaccination record, and dog treats. Campers should bring a snack, drink, and water bottle for themselves. Bring your dog every day. Dogs should be well-behaved around children and other dogs. Children MUST be able to handle their dog.

In-Line Camp:

- ✓ In-Line skates
- ✓ Protective gear: skateboard or bike helmet, wrist guards, elbow and knee pads.
- ✓ Label all gear with name. Arrive at camp in sneakers; bring skates and protective gear in bag.

Junior Lifeguard Camp, Fun Camp, Sports Camp

- ✓ Bathing suit and towel daily

Kiddie Camp:

- ✓ Change of clothes

Lacrosse Camp:

- ✓ Girls: lacrosse stick and mouthpiece (For equipment rental call (301)314-7115)
- ✓ Sneakers or cleats

Magic and Clowning Camp:

- ✓ Wear comfortable clothes and tennis shoes (no sandals; no flip flops).
- ✓ On the first day, bring the following magic supplies: a wire hanger, a deck of cards, a quarter and a penny in a plastic bag. Please label all belongings.
- ✓ Bring swimsuit and towel

Nature-Oriented Camps:

- ✓ Long pants are necessary for some nature programs—check with site. Sturdy shoes are mandatory—no open-toed shoes (sandals, flip flops).

Roller Hockey Camp:

- ✓ In-Line skates and stick
- ✓ Protective gear: helmet with face mask, hockey gloves, knee and elbow pads.
- ✓ Label all gear with name. Arrive at camp in sneakers; bring skates and protective gear in bag.

Skateboard and Extreme In-Line Camp:

- ✓ Skateboard or Aggressive In-Line skates with “H block” and grind plates
- ✓ Mandatory protective gear: skate board or bike helmet, wrist guards, knee and elbow pads.
- ✓ Label all gear with name. Arrive at camp in sneakers; bring skates and protective gear in bag.

Soccer Camps:

- ✓ Cleats and shin guards (wear tennis shoes to camp)

Tennis Camp:

- ✓ Tennis racket and one can of unopened balls

FOR KATYDID, INC. CAMPS at Frying Pan, EC Lawrence, Colvin Run Mill. Lake Fairfax and Burke Lake

Welcome to our 2006 Summer Camp Program. *Please mail the enclosed forms to the address below as soon as possible. Extended care is not offered at these camps.*

Parent Meetings: Come to any location to hear more about Katydid camps
Frying Pan Farm Park on Tuesday, May 30, 7:00pm at the Schoolhouse
Burke Lake Park on Wednesday, June 7, 7:00pm at Shelter B on the picnic grounds
Lake Fairfax Park on Thursday, June 15, 7:00pm at the Shelter-see directions on back

Katydid, Inc. camps are located at Colvin Run Mill, Burke Lake Park, Ellanor C. Lawrence Park, Lake Fairfax Park, and Frying Pan Park. Camp slots may still be available if you or a friend are interested in our other offerings! Register before June 2 and **save \$10.**

****Special Offer for campers at Tracks through Nature and History at E. C. Lawrence Park:** *This is an exciting park full of natural beauty, sites and sounds. We are encouraging enrollment this year by offering a tote bag full of nature activities to all campers who recommend two friends to sign up (\$35 Value). Just use the Buddy Form below or send in a 3X5 card with the three children's names and you will receive your gift when the children attend camp.*

Below is a checklist to help you prepare your child for camp:

- _____ Snack, lunch and drinks needed daily for camps longer than 3 hours. ***Preschool camp: snack is provided.***
- _____ Full day camps run 9am-4pm and half day camps are either 9am-noon or 1-4pm.
- _____ Towel and water shoes needed for days indicated on calendar as water play.
- _____ ***Label all belongings*** with child's name.
- _____ Dress child appropriately for outdoor play in comfortable clothes and sneakers.
- _____ Forms must be completed and received before the first day of camp: Emergency Form, Pick-Up Authorization, Buddy Request and Immunization & Physical record or a clear copy.
- _____ **You will need to bring your child's birth certificate on the first day (please refer to the Emergency Form for additional documents accepted for proof of child's identity).**
- _____ If medication, inhaler, or epi-pen are to be administered during camp, authorization forms must be completed and submitted. Forms available at www.fairfaxcounty.gov/parks/campforms.

If the forms are not mailed at least two weeks prior to camp, please bring them on the first day.
MAIL COMPLETED FORMS TO:

Katydid, Inc., Camp Forms, PO Box 710516, Herndon, Virginia 20171

Children make many new friends at camp but if your child has a best friend that he/she expects to be with, please complete and return the Buddy Request below with your forms.

BUDDY REQUEST- Please return this form with your emergency and pickup forms at least two weeks prior to camp so we can ensure friends get placed in the same group.

Session date: _____ Location: _____

Your Child's Name: _____ Buddy's Name: _____

KATYDID, INC.

Day Camps and Children's Programs

E-mail katydidinc@cox.net

P. O. Box 710516

Herndon, VA 20171 (703) 481-9444

Fax (703) 481-5657

MORE INFORMATION

- ☺ Children are divided into groups by age. We do not place children together who are more than 2 years apart in age. If your child wishes to be with a friend, place the name of the friend at the top of your pick-up authorization form and complete the Buddy Request on the front. **We will not place whole groups of children together, only buddies.** Please understand that this is a way for your child to make new friends and is better for group dynamics.
- ☺ A late fee of \$5 for every 15 minutes late a child is picked up will be applied. No exceptions.
- ☺ Inclement weather policy: These are all outdoor camps. We expect the parents to send appropriate clothes for the weather: *hats, sun visors, rain coats, boots*. We watch for sun and heat stroke and rotate children and activities out of direct sunlight. When rain is expected, we will stay close to the activity location. In the case of heavy rain and thunderstorms, we will go to the closest buildings designated for camp.

LOCATIONS/ WHERE TO FIND YOUR CAMP:

Frying Pan Park Schoolhouse: At Frying Pan Park, 2709 West Ox Road, Herndon. West Ox runs east and west between Fairfax County Parkway and Centreville Road. The Park is located just south of the Dulles Toll Road. The Schoolhouse is a red brick building immediately on your left as you turn into the park entrance. (703) 437-9101

Burke Lake Picnic Shelter B: 7315 Ox Rd, Fairfax Station. The main entrance to Burke Lake Park is located just south of the Golf Course entrance on 123 where it intersects Burke Lake Road. To reach the Picnic Shelters you take the right fork of the Y just past the gate and park office. Turn right at the Picnic area sign and follow the road to the first picnic shelter on your right. Parking lot is on the left. (703) 323-6602

Colvin Run Mill Barn: 10017 Colvin Run Rd., Great Falls. Colvin Run Mill Park is located at the intersection of Rt. 7 and Colvin Run Road. If coming from Tysons on Rt. 7, turn right onto Colvin Run Road then left into park entrance. The path to park buildings is at the information kiosk at the end of the parking lot. Follow the path past the Country Store. The barn is on the right. (703) 759-2771

Ellanor C. Lawrence Park Visitor Center: 5040 Walney Rd., Chantilly. Ellanor C. Lawrence Visitor Center is located on the west side of Walney Road. Ellanor C. Lawrence Park is located off of Rt. 66 and Rt. 28. If coming north on Rt. 28, turn right onto Walney Road and the Visitor's Center is on your left after you have passed the pond and Cabell's Mill. If coming south from Herndon on Centreville Road, take Walney Road left, go past the stoplight and the Visitor's Center is on the right, before you get to the pond and mill. (703) 631-0013

Lake Fairfax Park Picnic Shelter: 1400 Lake Fairfax Dr, Reston. The park entrance is off of Baron Cameron close to the intersection with Route 7. The shelter is located straight ahead on the road you take into the park. Go straight passed the Watermine and large parking area, go left at the road's end and the shelter is on your right next to the restrooms. (703)471-5414

Questions? Please contact us:

For Frying Pan Park---

Jennifer Vannoy (703) 689-3104

For other locations----

Kate Plummer (703) 481-9444

Sonja Kuhn (703) 734-4944

We look forward to another terrific summer!

Our fifteenth year as a contractor with Fairfax County Park Authority.



FAIRFAX COUNTY PARK AUTHORITY

Parent Information & Camp Policies



Welcome to Fairfax County Park Authority camps! Our goal is to provide children with a safe and enjoyable camp experience where children can develop skills, form friendships and enhance self-esteem. Please make sure your child comes to camp with the proper items and be sure you have read all of the information in this packet. It is also important to make sure we have the most current information on your member account (phone number and address). If you have moved and need to update your member account, please call (703)222-4664.

ADMINISTERING MEDICATION

MEDICATION WILL NOT BE ADMINISTERED UNLESS AUTHORIZATION FORMS ARE COMPLETED, SIGNED BY PROPER AUTHORITIES, AND RETURNED. If your child will need medication administered during program hours, please download authorization forms from our website at www.fairfaxcounty.gov/parks or call (703)324-8571 to request Authorization Forms. Staff is not permitted to administer medications, whether over-the-counter or prescription, without proper paperwork completed. Medications will be locked up and must be sent in the original container. Please remember to pick up unused medicine containers at the end of camp or it will be discarded within 14 days. Long term medications (over 10 days) require doctor's signature.

PHYSICAL EXAMINATION & IMMUNIZATION RECORD

Before admission, a copy of the child's immunization record must be on file at camp. If the child is attending camp for more than four weeks, a physician signed physical exam record must be submitted.

SICK/ILL CHILDREN AND PREVENTING THE SPREAD OF DISEASE

Please keep your child home if he/she shows signs of a communicable disease or illness including vomiting, diarrhea, or a temperature of over 100 degrees. If a camper becomes ill, parents must pick up the sick child immediately. Sites will notify all parents about disease outbreaks. A doctor's note is required before children may return. Parents should notify the site within 24 hrs. if a member of the household develops a communicable disease. In the case of a life threatening disease, parents must notify the site immediately. If a serious injury occurs at camp, parents will be notified immediately.

SIGNING IN/OUT

Authorized individuals 18 years or older must sign child in and out each day. Staff are required to I.D. all persons picking up children. Children will not be released to anyone not on the Pick Up Authorization Form. Custodial parents/guardians have the right to be admitted into the program, however for custody issues requiring special attention please notify the camp site staff. Parents must sign-in and walk children to the specific meeting area. If arriving late, please check in with the Camp Director.

CHILDREN'S BELONGINGS

Please label ALL belongings. The FCPA and the site staff are not responsible for lost/stolen items. Personal belongings should be kept in a bag or backpack which will be stored in program area.

EXTENDED CARE

Please refer to the attached Extended Care sheet.

LATE PARENT POLICY

If a parent or authorized person is late in picking the child up, a late fee of \$5 for every 15 minutes will be applied. If a child is consistently picked up late, the child may be dismissed from the program. Children become upset when parents are not on time, please call the site if you know you will be late. A staff member will remain with the child up to one hour after the program ends. After one hour, Child Protective Services will be called.

BEHAVIOR MANAGEMENT AND DISCIPLINARY ACTIONS

If a child brings a weapon to camp, intentionally harms others, vandalizes property, or displays other extreme behavior, he/she will be dismissed from the program and no refund will be given. For inappropriate behavior, parents will be notified verbally and/or in writing with notification of further action. FCPA reserves the right to immediately dismiss a child from any program. STAFF WILL NEVER: 1) use physical punishment; 2) be verbally abusive; 3) force, withhold, or substitute food; 4) give any child the authority to punish another child; 5) place a child out of visual/hearing sight, in the dark, or in an unventilated place; 6) punish a child for a toileting accident.

All participants enrolled in Fairfax County Park Authority programs must meet the code of conduct which states children must be able to demonstrate the following with minimal direction: (1) must be able to maintain personal care without

staff support; (2) stay with assigned group; (3) respect others (listen, follow directions, use appropriate language, keep hands to oneself); (4) maintain self control; (5) meet the prerequisite skills for the program if required.

FOOD FROM HOME AND CANDY MACHINE USE

It is recommended that lunches and snacks brought from home be nutritious and nonperishable and packed in a soft cooler/lunch bag with an ice pack. Please label food container with the date and child's name. We ask that parents take home unused portions of open food at the end of the day or it will be thrown away. Please check with the program staff regarding the use of candy machines by children and refrigeration as most sites do not have access to refrigerators. Parents will be notified to bring in lunch in the event a child does not have one. Camp Directors will work with parent to make sure children receive lunch.

POOL REGULATIONS

Not all programs use the pool. Swimmers are required to take a soap shower before entering the pool. Life vests/water wings are permitted in shallow water with direct supervision. Masks, snorkels, and fins may be used at the guards' discretion and based on demonstrated ability. Children must pass a proficiency test to go in water over their shoulders. Children with skin infections, open wounds, nasal or ear discharge, or any communicable disease, are not permitted in the pool. No sauna or spa use.

SUNSCREEN & INSECT REPELLENT

Staff is not permitted to apply sunscreen, insect repellent or lotion to children. Campers over the age of five may bring sunscreen to camp. Campers under nine years of age will be given assistance when applying their own sunscreen. Campers nine and older may apply their own sunscreen. All sunscreen must be in the original container labeled with the child's name. Please apply sunscreen to child before camp. Insect repellent is not permitted at camp for children of any age. You may, however, apply it to your child beforehand.

REPORTING CHILD ABUSE & NEGLECT

If it is suspected that a child has been abused, neglected, or exploited in any way, program staff is required to report it to Youth Services and Child Protective Services.

REFUNDS/TRANSFERS

Cancellations and transfers may NOT be done through the automated telephone or internet registration systems. For operator assistance, call (703)222-4664. There are no refunds for missed days due to changed work or vacation schedules, sick days, or other non-emergency reasons. Refunds and transfers must be requested at least ten business days prior to the camp session for which the refund/transfer is being requested. All but \$25 will be returned for approved refunds per session. Refunds are not permitted for those who register within ten business days prior to the start of a camp session. Transfers cannot be done within the ten business day period before the start of camp. Within the ten business days of the start of camp, refunds will only be given for medical emergencies with doctor's written verification as long as the verification is received BEFORE the camp begins. If a medical emergency occurs during camp, a doctor's written verification will be needed within 24 hours for a pro-rated refund. Requests received after the camp session ends will not be granted.

QUESTIONS/CONCERNS

Concerns should always be addressed at the site through the lines of authority:
Camp Counselors ? Camp Directors ? Site Programmer/Contractor ? Site Manager

LICENSING INFORMATION

The VA Department of Social Services licenses child day programs. Many of the policies in this packet were established based on the standards required by the state. This includes the requirement of parents to provide proof of child's identity for staff to review, by providing a certified copy of your child's birth certificate or one of the valid forms of identity listed on the Pick Up Authorization Form. Compliance with standards is determined by visits to the site by licensing staff. For more licensing information please contact the Fairfax Licensing Office at (703)934-1505. Parents may inquire about the site's emergency preparedness plan by contacting the site manager. In the event of an emergency, please contact your child's site for further instructions.



Accommodations: If participation accommodations and/or alternative information formats are needed in accordance with the Americans with Disabilities Act, please call (703)324-8563 at least 10 working days in advance of the date needed. TTY (703)803-3354



FCPA Camp Extended Care




Before and after camp care is available at several RECenter/Park locations. This service, designed for children 6 years and older, provides additional morning and afternoon care for campers of working parents, but is open to all children in full day camps. Campers stay in a safe environment and get to choose from these supervised activities which are provided during Extended Care : board games, cards, drawing/coloring, and age-appropriate movies.

Now you can pre-register (just like camps) for Extended Care listed below on-line at www.fairfaxcounty.gov/parks or register by phone (703)222-4664 or in-person at our RECenters and parks listed below.

Flexible Packages: No more punch passes! Packages are offered weekly -- be sure to register for both weeks if your child's camp is a two week session and you need both weeks of care. Morning sessions allow you to choose between one and two hour options . There is also a daily, per session, drop-in rate for those who need last minute care.

Refunds/Transfers: Extended Care refunds are given in full if requests are made at least ten working days in advance. There are NO refunds given within ten days or once camp begins. Transfer requests, including transfers from one site to another, will be granted up until that specific camp session begins for which the transfer is being requested.

EXTENDED CARE FOR SPRING BREAK (April 10-14)			
<u>Weekly Sessions:</u>	<u>Daily Fees Per Session:</u>	<u>Sites Offering Extended Care</u>	<u>Dates</u>
7-9am = \$35/week	Drop-in = \$10 per session	Audrey Moore RECenter	April 10-14
8-9am = \$20/week		Cub Run RECenter	April 10-14
4-6pm = \$35/week		Lee District RECenter	April 10-14
		Mt Vernon RECenter*	April 10-21*
		South Run RECenter	April 10-14
		Spring Hill RECenter	April 10-14
		Providence RECenter	April 10-14
*Mt Vernon also offers Extended Care for April 17-21 week			

EXTENDED CARE FOR SUMMER			
<u>Weekly Sessions :</u> 7-9am = \$35/week 8-9am = \$20/week 4-6pm = \$35/week	<u>Daily Fees Per Session:</u> Drop-in = \$10 per session	<u>Sites Offering Extended Care</u> Audrey Moore RECenter Cub Run RECenter Lee District RECenter Mt Vernon RECenter Oak Marr RECenter South Run RECenter Spring Hill RECenter Providence RECenter Lake Accotink Park **	<u>Dates</u> June 19-September 1 June 19-August 18 June 19-August 25 June 26-August 18 June 26-August 18 June 26-September 1 June 26-September 1 June 26-August 25 June 26-August 18
			
**Lake Accotink Park offers morning care only from 8-9am as well as aftercare from 4-6pm			



Accommodations: If participation accommodations or alternative formats are needed in accordance with the Americans with Disabilities Act, please call (703)324-8563 at least 10 working days in advance of the date needed. TTY (703)803-3354



Fairfax County Park Authority

Children's Emergency and Medical Information

Child's Name: _____ Sex: Male _____ Female _____
Last First MI Nickname

Address: _____
Street City State Zip

Phone (h): _____ Child's Date of Birth / / / / / / / /

Parent/Guardian Name: _____ E-Mail _____
Last First MI

Address: _____
Street (if different from child's) City State Zip

Phone (h) _____ (w) _____ (c) _____

Parent/Guardian Name: _____ E-Mail _____
Last First MI

Address: _____
Street (if different from child's) City State Zip

Phone (h) _____ (w) _____ (c) _____

Parents/Guardians Place of Employment: father _____ mother _____

****Mandatory 2 Emergency Contacts other than parents (required by the VA Dept of Social Services)**

Emergency Contact #1 _____ Relationship to Child _____

Address _____ Phone (H) _____ (W) _____

Emergency Contact #2 _____ Relationship to Child _____

Address _____ Phone (H) _____ (W) _____

Child's Physician (name & phone) _____

Insurance Company (name & policy #) _____

☐ Yes ☐ No Is your child under physician's care or taking medications on a continuing basis? If yes, please explain what for.

☐ Yes ☐ No Does your child have a contagious disease? If yes, please describe. _____

☐ Yes ☐ No Does your child have any allergies? If yes, please specify allergies. _____

What should be done if your child comes into contact with an allergen? _____

☐ Yes ☐ No Does your child have any chronic problems, special needs, or other conditions we should know about? If yes, please explain and call (703)324-8563 to report condition. _____

☐ Yes ☐ No Does your child take medications? If yes, please list. If during camp, you must contact Youth Services for proper medical authorization forms.

☐ Yes ☐ No Is your child allowed to participate in swimming/wading activities if included in the program?

Your child's swimming ability is: ☐ Non-swimmer ☐ Beginner Swimmer ☐ Experienced Swimmer

☐ Yes ☐ No I give my child permission to apply sunscreen to him/herself and I will be supplying my child with sunscreen. My child may have these adverse reactions to the sunscreen _____ in which case you should _____.

What schools or other programs does your child attend? _____

I hereby authorize the FCPA and/or designated contractor to seek medical treatment for my child, at the nearest facility, in the event medical care is required. In the event non-emergency medical care is required, I authorize the FCPA to seek medical treatment through my child's physician. I understand that I am responsible for medical expenses incurred by my child and that FCPA advises that I carry health insurance for my child. I have read the policies for the program and agree to adhere to them, including the policy if my child becomes ill, I must pick up my child immediately. I certify that the above information is complete and correct.

Parent/Guardian's Signature

Date

See reverse side

IMMUNIZATION RECORD (must be completed for camp or a copy signed by a physician must be attached to this form)

IMMUNIZATIONS	RECORD COMPLETE DATES (month, day, year) OF VACCINE DOES ADMINISTERED				
Diphtheria/Tetanus/Pertussis(DTP)	/ / / /	/ / / /	/ / / /	/ / / /	/ / / /
Diphtheria/Tetanus (DT or Adult Td)	/ / / /	/ / / /	/ / / /	/ / / /	/ / / /
Poliomyelitis (OPV or IPV)	/ / / /	/ / / /	/ / / /	/ / / /	/ / / /
Measles (Rubeola)	/ / / /	/ / / /	/ / / /		
Rubella	/ / / /	/ / / /	/ / / /		
Mumps	/ / / /	/ / / /	Before 08/01/81 / / / /		
Measles, Mumps, Rubella (MMR)	/ / / /	/ / / /			
Hepatitis B Vaccine	/ / / /	/ / / /	/ / / /	Other:	/ / / /

Haemophilus influenzae Type b (Hib Conjugate): PLEASE COMPLETE THE APPROPRIATE SECTION BELOW.

/ / Has received complete series of Hib vaccine in accordance with current recommendations of the AMERICAN ACADEMY OF PEDIATRICS OR THE U.S. PUBLIC HEALTH SERVICE.

/ / Has received the AGE APPROPRIATE doses of Hib vaccine as recommended by the AMERICAN ACADEMY OF PEDIATRICS OR THE U.S. PUBLIC HEALTH SERVICE, the series will be completed on (RECORD COMPLETE DATE (month, day, year):

Series Completion Date: / /
MO DAY YR

/ / Hib vaccine is not indicated because this child has had Hib disease at 24 months of age or older.

/ / Being over 30 months of age, this child is not required by law to have proof of immunization against Hib.

I certify that this student is ADEQUATELY IMMUNIZED in accordance with the MINIMUM requirements for attending programs licensed by the VA Dept of Social Services.

Name and Address of Physician/Health Dept _____

Signature of Physician or Health Dept. Official: _____; Date (mo, day, yr): / / /

PHYSICAL RECORD (required if child is attending the program for more than 30 days)

Date of Most recent Physical _____

Findings: _____

This child appears to be in good physical health and free of communicable disease.

Name and Address of Physician/Health Dept _____

Signature of Physician or Health Dept. Official: _____; Date (mo, day, yr): / / /



Fairfax County Park Authority Pick Up Authorization & Child Identity Verification



Child's Name:

Camps Child is Enrolled in:

The following people are authorized to pick up my child from the FCPA program. I understand my child will be allowed to leave with these individuals only. Photo identification will be asked at sign out. (please include yourself)

Authorized Person's Name (please print)	Relationship to Child	Phone Number

Name of persons NOT allowed to pick up child (appropriate custody papers shall be attached if a parent is not allowed to pick up the child):

Date	Day	Time In	Initials	Time Out	Initials
	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				
	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				

Parent/Guardian Signature_____ Date_____

Please complete reverse side

CHILD IDENTITY VERIFICATION/PROOF OF CHILD'S IDENTITY

(required by Code of Virginia 63.2-1809 for licensed programs)

FOR SAFETY REASONS, PLEASE DO NOT SEND IN PROOF OF IDENTITY. PROOF MUST ONLY BE SHOWN TO STAFF UPON ARRIVAL ON THE FIRST DAY OF CAMP.

Proof of child's identity and age may include any of these: original or certified copy of child's birth certificate, birth registration card, notification of birth record, passport, adoption/foster placement agreement, or public school report card.

Although we cannot keep a child out of camp without this proof, we are required, by law, to notify the local law-enforcement agency within seven days if we are not shown proof of child's identity.

Please complete the following information before arriving at camp:

Type of Proof (passport, birth certificate)	Child's Date of Birth	Certificate Number or Document Number	-FCPA Use- FCPA Approval



Fairfax County Park Authority Camp Program Rules of Conduct



Children and parents should review this together and sign below. This document is a requirement for camp enrollment.

Children must:

- ☺ Maintain personal care (toileting, changing) without staff support (exception: children in Kiddie Camp)
- ☺ Stay with assigned group at all times
- ☺ Respect others in what you say and do
- ☺ Listen to program leaders and follow directions
- ☺ Use appropriate language
- ☺ Keep hands to oneself and maintain self control
- ☺ Take care of their own belongings
- ☺ Use equipment and supplies in a safe and appropriate manner
- ☺ Teasing and bullying are not tolerated and are grounds for enrollment termination and children should report these incidents immediately to their counselor
- ☺ Play safe and have fun

Parents must:

- Complete and submit appropriate paperwork from the parent packet
- Sign children in and out of the program and bring proper I.D.
- Be on time to pick up children
- Assist staff in resolving behavior issues
- Contact the Camp Director or Program Manager immediately when issues arise

Grounds for Immediate Dismissal (no refund given):

- A parent who refuses to follow FCPA policies as stated in the parent packet
- A child who brings a weapon to camp
- A child who intentionally harms himself or causes injury to another child or staff member
- A child who vandalizes the property of the camp facility, staff or other children
- A child who steals items from the camp facility, staff or other children
- A child who displays inappropriate behaviors repeatedly
- A child who fails to comply with the Rules of Conduct

We have read and understand the rules of conduct and agree to uphold them to maintain a safe and enjoyable camp experience for everyone.

Child's Name (please print) _____

Signature of Child _____ Date _____

Signature of Parent/Guardian _____ Date _____

Parent's home phone _____ work phone _____

Management of Behavior


From time to time, staff must take actions to resolve a problem that is disruptive to the program and other participants. Behavior guidance requires very specialized skills and although staff are not behavior specialists, staff are trained to provide basic behavior interventions. In the management of disruptive and inappropriate behaviors, staff will use the following techniques:

- √ Acknowledge the behavior and address it with the child
- √ Assess the reasons for the behavior
- √ Discuss with the child what is appropriate behavior
- √ Redirect or ignore behaviors when appropriate
- √ Model appropriate behaviors
- √ If necessary, remove the child from the activity until the child can exhibit self control
- √ Discuss the behavior problems with the parent(s) and strategize with them possible solutions

In situations where inappropriate or disruptive behavior is reoccurring, it is possible for the child's enrollment in the program to be terminated.

The staff does NOT use physical punishment or restraints, humiliation or shaming, or denial of food as methods to manage behavior.

The FCPA appreciates your support. Staff uses a proactive approach to meet the needs of the children by planning age and ability appropriate activities that provide a fun and safe recreational program.

Note:  ADA accommodations are available upon request for persons with disabilities who need support to meet the Rules of Conduct. Contact (703) 324-8563 for additional information. TTY (703) 803-3354